

1071.1 Requirements for Registered Dental Assistant Educational Programs

Definitions and terms/types of instruction

1. Didactic Instruction: Refers to lectures, demonstrations or other instructions without active participation by students and is considered level one.
2. Laboratory Instruction: Indicated instruction in which students receive supervised experience performing functions using study models, manikins or other simulation methods; student' performance is evaluated by faculty according to predetermined criteria, and is considered level two.
3. Preclinical Instruction: Indicated instruction in which students receive supervised experience in performing functions using fellow students, and is considered level three.
4. Clinical Externship Instruction: Indicated instruction in which students receive supervised experience in performing functions in the clinical setting on patients and clinical performance of the functions is evaluated by faculty according to predetermined criteria, and is considered level four.

The following minimum criteria shall be met for a registered dental assistant educational program to secure and maintain approval by the Board. Additional requirements may be stipulated when deemed necessary by the Board:

- (a) Educational Setting. The program shall be established at the post-secondary educational level, or deemed equivalent thereto by the Board.
- (b) Advisory Committee. Programs shall have an advisory committee consisting of an equal number of registered dental assistants and dentists, including at least two registered dental assistants and two dentists, all currently licensed by the Board. The advisory committee shall meet at least once each academic year with the program director, faculty and appropriate institutional personnel to monitor the ongoing quality and performance of the program. Programs that admit students at different phases shall meet at least twice each year.

(1) List the following information for the dental assisting advisory committee members:

<u>Name</u>	<u>Occupation And License Number</u>	<u>Exp Date</u>	<u>Address</u>	<u>Phone</u>
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A record of all advisory committee meeting minutes must be maintained for a period of five (5) years.

Provide copies of advisory committee meeting minutes for the previous five years.

(c) Administration/Faculty. Adequate provision for the supervision and operation of the program shall be made. Faculty who are well qualified in curricular subject matter, dental assisting functions and educational methodology must staff the program.

(1) Each faculty member shall possess a valid, active current license issued by the Board, and shall have a background in the current knowledge of dental assisting and registered dental assisting duties. A registered dental assistant faculty member shall possess certification in coronal polishing, radiation safety, and CPR and shall have been licensed as a registered dental assistant for at least four years.

(2) Effective two years after the effective date of this regulation (05-30-2005), each faculty member shall have received a certificate of completion of a COMDA approved course in teaching methodology of at least 60 hours at a post-secondary institution prior to student instruction.

IV FACULTY

Provide copies for each faculty member of a current license, certification of coronal polishing, certification for radiation safety, and current CPR certificate. Indicate which faculty is the program director.

NAME	LICENSE NUMBER	CPR	X-RAY	CP	ULS
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____

(3) Student contact hours must allow the faculty sufficient time for class preparation, student evaluation, counseling, and development of subject content and appropriate evaluation and criteria methods. During laboratory instruction there shall be no more than 14 students per instructor. During pre-clinical and clinical practice, there shall be no more than 6 students per instructor.

Provide the following information for EACH registered dental assisting faculty member:

Name of faculty member: _____

Teaching Contact Hours/Clock Hours Per Week

	Didactic	Laboratory	Pre-Clinical	Clinical
	_____	_____	_____	_____
	_____	_____	_____	_____
	_____	_____	_____	_____
	_____	_____	_____	_____
	_____	_____	_____	_____
Total	_____	_____	_____	_____
Total Hours	_____ (Didactic+Laboratory+Pre-Clinical+Clinical)			

Comments:

Supplemental Responsibilities/Clock Hours Per Week

Administration _____

Class Preparation _____

Student Counseling _____

Other or Comments _____

Total _____

Add total Teaching Contact Hours and Supplemental Responsibilities:
Total Hours Per Week _____

Faculty Continued:

(3) Student contact hours must allow the faculty sufficient time for class preparation, student evaluation and counseling, and development of subject content and appropriate evaluation criteria and methods.

(4) The program director must have the education, background, and occupational experience necessary to understand and fulfill the program goals. He or she shall have teaching responsibilities, which are less than those of a full-time faculty member. He/she shall actively participate in and be responsible for the day-to-day administration of the program including the following:

- (A) Providing daily guidance of didactic, laboratory, preclinical and clinical assignments.
- (B) Maintaining for a period of not less than five years:
 - (1) Copies of curriculum, course outlines, objectives, and grading criteria.
 - (2) Copies of faculty credentials, license, and certifications.
 - (3) Individual student records, including those necessary to establish satisfactory completion of all phases of the program including clinical externship.

Provide documentation of how and where the necessary records are stored.

(C) Informing COMDA of any changes to the program content, physical facilities, and/or faculty, at least 30 days prior to such change.

(D) The program administrator shall be responsible for faculty meetings to provide for curriculum correlation, evaluation and to coordinate activities of full-time, part-time, and volunteer faculty. There must be a mechanism for coordinating instruction between dental assisting faculty members and other faculty who teach dental assisting students.

Provide copies of faculty meeting minutes for the previous 5 years.

(4) The program owner and school administrator shall be responsible for the compliance of the program director/coordinator with these regulations.

Provide a document signed by the school owner and or administrator in which he/she agrees to be responsible for compliance of section 1070 and 1070.1, 1014, 1014.1, and 1005.

(d) Financial Resources. Sufficient financial resources to support the program and comply with these regulations shall be available. If the program or school requires approval by the California Department of Education and/or the Bureau for Private Postsecondary and Vocational Education, such approval must be obtained prior to application for Board approval by a new program and must be maintained at all times by approved RDA programs. Failure to maintain such approval shall result in the automatic withdrawal of board approval of the program.

Provide a copy of approval by the California Department of Education and/or Bureau for Private Postsecondary and Vocational Education.

Source of Financial Support – Indicate the sources of financial support for the program for the current calendar or fiscal year and the percentage of the total budget that each source constitutes.

Fiscal
Or Calendar
Year

Percentage

Cost of education to students – provide the following data on cost of education to dental assisting students.

		Current Term	Last Term*
1.	Tuition	_____	_____
2.	General Fee	_____	_____
3.	Laboratory Fees	_____	_____
4.	Graduation Fees	_____	_____
5.	Textbooks	_____	_____
6.	Uniforms	_____	_____
7.	Miscellaneous costs – Explain	_____	_____
	Total	_____	_____

D. Provide a descriptive paragraph of the types of financial aid available to students:

(4) The program shall notify the Board, within 30 days after enrollment, of the names and expected date of graduation of all students enrolled and shall notify the board of the names of program graduates within 30 days of graduation.

Student Name	Social Security Number	Start Date	Expected Graduation Date
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C. Provide an inventory of all equipment maintained by the registered dental assisting program.

FACILITIES

Facilities and class scheduling shall provide each student with sufficient opportunity, with instructor supervision, to develop minimum competency in performing dental assistant and registered dental assistant duties.

(1) Lecture Classrooms. Classroom size and equipment shall be readily accessible to the program and accommodate the number of students enrolled. Classrooms shall include chalkboard or whiteboard, projection equipment, sufficient electrical outlets, adequate lighting and ventilation, and chairs and writing spaces for each student.

	Yes	No
Adequate Lighting	_____	_____
Chalkboard or Whiteboard	_____	_____
Projection Equipment	_____	_____
Adequate electrical outlets	_____	_____
Classroom size:	_____	
Number of chairs:	_____	
Number of writing space for each student:	_____	

(2) Operatories: Operatories shall be sufficient in number to allow a ratio of at least one operatory for every 5 students at any one time. Each operatory must be of sufficient size to accommodate an operator, a student, an instructor and a patient.

Class Number	Number of Students	Number of Operatories
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

(g) Length of Program. The program shall be of sufficient duration for the student to develop minimum competence in performing dental assistant and registered dental assistant duties, but in no event shall be less than 720 clock hours.

Program hours: Didactic _____ Laboratory _____ Preclinical _____ Clinical _____

Total program hours: _____

(h) Evidence of Completion. A certificate, diploma, or other evidence of completion shall be issued to each student who successfully completes the program. A student shall be deemed to have successfully completed the program if the student has met all the program requirements and has obtained a passing score is achieved on the final written and practical examinations on all dental assistant and registered dental assistant duties.

(A) Each operatory shall replicate a modern dental office containing functional equipment including: a power-operated chair for treating patients in a supine position; operatory and assistant stools; dental units designed for application of current principles of dental assistant and registered dental assistant utilization; air-water syringe; adjustable light; slow-speed and high-speed handpieces; oral evacuation equipment; work surface; view box; hand-washing sink; and all other armamentarium required to instruct dental assistant and registered dental assistant duties. Each operatory shall contain one training manikin with simulated face and tongue, full dentition, and water retrieval system.

Provide the following information for each operatory:

Operatory 1

	Yes	No
Power Operated Chair	_____	_____
Operator stool	_____	_____
Assistant Stool	_____	_____
Dental Unit	_____	_____
Air-Water Syringe	_____	_____
Adjustable Light	_____	_____
Slow Speed Hand Piece	_____	_____
High Speed Hand Piece	_____	_____
Oral evacuation equipment	_____	_____
Work Surface	_____	_____
View Box	_____	_____
Handwashing Sink	_____	_____
Training Manikin	_____	_____
With Simulated Face, Tongue and Water Retrieval System	_____	_____

Operatory 2

	Yes	No
Power Operated Chair	_____	_____
Operator stool	_____	_____
Assistant Stool	_____	_____
Dental Unit	_____	_____
Air-Water Syringe	_____	_____
Adjustable Light	_____	_____
Slow Speed Hand Piece	_____	_____
High Speed Hand Piece	_____	_____
Oral evacuation equipment	_____	_____
Work Surface	_____	_____
View Box	_____	_____
Handwashing Sink	_____	_____
Training Manikin	_____	_____
With Simulated Face, Tongue and Water Retrieval System	_____	_____

Operatory 3

	Yes	No
Power Operated Chair	_____	_____
Operator stool	_____	_____
Assistant Stool	_____	_____
Dental Unit	_____	_____
Air-Water Syringe	_____	_____
Adjustable Light	_____	_____
Slow Speed Hand Piece	_____	_____
High Speed Hand Piece	_____	_____
Oral evacuation equipment	_____	_____
Work Surface	_____	_____
View Box	_____	_____
Handwashing Sink	_____	_____
Training Manikin	_____	_____
With Simulated Face, Tongue and Water Retrieval System	_____	_____

Operatory 4

	Yes	No
Power Operated Chair	_____	_____
Operator stool	_____	_____
Assistant Stool	_____	_____
Dental Unit	_____	_____
Air-Water Syringe	_____	_____
Adjustable Light	_____	_____
Slow Speed Hand Piece	_____	_____
High Speed Hand Piece	_____	_____
Oral evacuation equipment	_____	_____
Work Surface	_____	_____
View Box	_____	_____
Handwashing Sink	_____	_____
Training Manikin	_____	_____
With Simulated Face, Tongue and Water Retrieval System	_____	_____

Operatory 5

	Yes	No
Power Operated Chair	_____	_____
Operator stool	_____	_____
Assistant Stool	_____	_____
Dental Unit	_____	_____
Air-Water Syringe	_____	_____
Adjustable Light	_____	_____
Slow Speed Hand Piece	_____	_____
High Speed Hand Piece	_____	_____
Oral evacuation equipment	_____	_____
Work Surface	_____	_____
View Box	_____	_____
Handwashing Sink	_____	_____
Training Manikin	_____	_____
With Simulated Face, Tongue and Water Retrieval System	_____	_____

Operatory 6

	Yes	No
Power Operated Chair	_____	_____
Operator stool	_____	_____
Assistant Stool	_____	_____
Dental Unit	_____	_____
Air-Water Syringe	_____	_____
Adjustable Light	_____	_____
Slow Speed Hand Piece	_____	_____
High Speed Hand Piece	_____	_____
Oral evacuation equipment	_____	_____
Work Surface	_____	_____
View Box	_____	_____
Handwashing Sink	_____	_____
Training Manikin	_____	_____
With Simulated Face, Tongue and Water Retrieval System	_____	_____

Operatory 7

	Yes	No
Power Operated Chair	_____	_____
Operator stool	_____	_____
Assistant Stool	_____	_____
Dental Unit	_____	_____
Air-Water Syringe	_____	_____
Adjustable Light	_____	_____
Slow Speed Hand Piece	_____	_____
High Speed Hand Piece	_____	_____
Oral evacuation equipment	_____	_____
Work Surface	_____	_____
View Box	_____	_____
Handwashing Sink	_____	_____
Training Manikin	_____	_____
With Simulated Face, Tongue and Water Retrieval System	_____	_____

(3) Laboratories: The location and number of general use modern equipment such as lathes, model trimmers, and vibrators shall assure that each student has the access necessary to develop minimum competency in performing all dental assistant and registered dental assistant duties. Protective eyewear is required for each piece of equipment. During laboratory procedures, rotary equipment is required in the ratio of at least one for every 3 students, model trimmers I the ratio of one for every 7 students (more than 7 students requires a minimum of 2 model trimmers).

Provide the following information about your laboratory equipment:

<u>Equipment</u>	<u>Number</u>
Lathes	_____
Model Trimmers	_____
Vibrators	_____
Rotary Equipment	_____
Vacuform	_____
Plaster Traps	_____

(4) Library: Provisions shall be made for reasonable access to current and diverse dental/medical reference texts, current journals, audio visual materials and other necessary resources. Library holdings shall include but not be limited to; nutrition oral health education, preventive dentistry, dental materials, anesthesia and pain control, oral anatomy oral histology, oral microbiology, chairside assisting, legal/ethical aspects of dentistry, radiology and radiation safety, sterilization/infection control, laboratory procedures, office emergency procedures, general dentistry, and specialty dentistry including, but not limited to, Endodontics, Oral and Maxillofacial surgery, Orthodontics, Pediatric Dentistry, Periodontics, and Prosthodontics.

Provide the following information on your library holdings:

Dental Journals _____

Dental Journals _____

Dental Journals _____

<u>Subject Area</u>	<u>Title</u>	<u>Publish Date</u>
Oral Health Education		
Preventive Dentistry		
Dental Materials		
Anesthesia		
Pain Control		
Oral Anatomy		
Orall Histology		
Oral Microbiology		
Chairside Assisting		
Legal/Ethical Aspects of Dentistry		
Radiology		
Radiation Safety		
Sterilization/Infection Control		
Laboratory Procedures		
Office Emergency Procedures		
General Dentistry		
Endodontics		
Oral & Maxillofacial Surgery		
Orthodontics		
Pediatric Dentistry		
Periodontics		
Prosthodontics		

(5) Emergency Materials/Basic Life Support: A written policy on managing emergency situations must be made available to students, faculty and staff.

Provide a copy of the written policy for managing emergency situations.

(A) Emergency materials shall include, but not be limited to, an oxygen tank, which is readily available and functional. Medical materials for treating patients with life-threatening conditions must be available for instruction and accessible to the operatories. Facilities, which do not treat patients, must maintain a working model of a kit of such emergency materials for instructional purposes.

(B) All students, faculty, and program staff involved in direct provision of patient care must be certified in basic life support procedures, including cardiopulmonary resuscitation. Re-certification intervals may not exceed two years. The program must document, monitor, and insure compliance by such students, faculty, and staff and document those who are medically or physically unable to perform such procedures.

Provide evidence that students, faculty and staff are certified in basic life support procedures including cardiopulmonary resuscitation.

(A) A detailed course outline including subsections shall be provided which clearly states curriculum subject matter and specifies instruction hours for each topic in the individual areas of didactic, lab/pre-clinical, clinical/externship instruction.

[illegible]

*Do not include Externship hours.

- (1) Sufficient time shall be available for all students to obtain required laboratory experience in all dental assistant and registered dental assistant duties prior to the performance of procedures on patients.
- (2) The following factors shall be considered in establishing and maintaining a balanced curriculum, in the sense that it shall not overemphasize any level or area of instruction.
- (3) Programs that admit students at different phases shall provide students with an orientation which shall include, but not be limited to, anatomy, tooth numbering, and universal precautions including instrument sterilization and shall be successfully completed prior to participation in any other phase of the program.

Provide documentation on **ALL** curriculums including orientation curriculum, which includes the following: Anatomy, tooth numbering, universal precautions. Include a copy of all instructional methods and materials.

- (4) General program objectives and specific instructional unit objectives shall be stated in writing, and shall include theoretical aspects of each subject as well as practical application. The theoretical aspects of the program shall provide the content necessary for students to make judgements regarding the procedures which dental assistants and registered dental assistants are allowed to perform and to anticipate a dentist's needs during procedures performed in the practice of dentistry. The program shall assure that students who successfully complete the program are able to perform all dental assistant and registered dental assistant duties with minimum competence.

Provide documentation of all curricular subjects taught.

See example

(5) Objective evaluation criteria shall be used for measuring student progress toward attainment of specific course objectives. Students shall be provided with specific unit objectives and the evaluation criteria that will be used for all aspects of the curriculum including written and practical examinations. The program shall establish a standard of performance, which is required for each procedure. Content of the practical evaluation sheets must clearly state the steps of the procedure and identify those steps, which are critical to the success of the procedure. These forms shall provide adequate space for student and instructor task evaluation signature verification and completion date.

(6) Areas of didactic and laboratory demonstration instruction shall include at least the following:

- (A) Biomedical –Dental – Medical Emergencies, Basic Life Support, Nutrition and Preventive Dentistry;
- (B) Dental Science – Dental Materials, Oral anatomy and Physiology, Oral Pathology, Pharmacology, Morphology and Microbiology;
- (C) Dental Assisting – General and Specialty Dentistry, Chairside Assisting, Legal/Ethical Aspects of Dentistry; Patient Management; Infection Control;
- (D) All functions dental assistants and registered dental assistants are allowed to perform by statute or regulation.

All components of the curriculum must contain the following:

Specific measurable objectives

Objectively based evaluation criteria (procedure sheets) and skill evaluation sheets

See examples: Specific Unit Objective
 Procedure Sheet
 Skill Evaluation Sheet

(i) Externship Instruction and Experience. Students shall, as a part of an organized program of instruction, be provided with planned, supervised clinical instruction in performing all dental assistants and registered dental assistant duties.

- (1) The program director/coordinator or a dental faculty member shall be responsible for selecting extern clinical sites and evaluating student competence in performing procedures both before and after the clinical assignment.

Provide a copy of the document the program will use for the clinical evaluation of students during their extern phase of the program. This document must include a space for the student and instructors signature and date.

- (2) Objective evaluation criteria shall be used by the program faculty and clinic personnel.

Provide a copy of the document used by the extern office to evaluate students skills.

- (3) Program faculty shall visit each extramural clinical facility at least once every ten clinical days.

Provide a copy of the extramural facility visit log kept by the dental assisting program.

- (4) Dentists who intend to provide extramural clinical practices shall be oriented by the program director/coordinator or a dental faculty member prior to the student assignment. Orientation shall include the objectives of the program, the preparation that the student has had for the clinical assignment, and a review of procedures and criteria to be used by the dentist in evaluation of the student during the assignment.

Provide a copy of the orientation packet that is given to the dentist.

- (5) There shall be a written contract of affiliation with each extramural clinical facility utilized by the program. Such contract shall describe the settings in which the clinical training will be received, affirm that the clinical facility has the necessary equipment and armamentarium appropriate for the procedures to be performed, and affirm that such equipment and armamentarium are in safe operating condition.

Provide a copy of the contract of affiliation with each extramural clinical facility used by the program.

(Specific Unit Objective)

Universal Precautions/Infection Control/Hazard Management

Objective: The student will apply the concepts of infection control in the dental office utilizing OSHA and CDC regulations. The student will pass a written exam with ___% accuracy on this topic, and successfully complete the skill evaluations with ___% accuracy on all critical steps.

INSTRUCTIONAL ACTIVITIES:

Provide Information on the following:

- A. OSHA, CDC, EPA guidelines
- B. MSDS Hazard Labeling
- C. Sterilization and disinfecting in a dental office
- D. Sterilization of Equipment
- E. Operatory Care

Competencies: The student will:

1. Name, describe and demonstrate the kinds of universal precautions/infection control and hazard management procedures mandated for the dental profession (MSDS; maintaining written records; handling different hazardous materials; medical waste management.)
2. Demonstrate, during laboratory practice, how to handle hazardous waste and chemicals and the procedure for cleaning potentially infectious material.
3. List the three classifications of instruments, equipment and surfaces according to CDC guidelines.
4. Explain, in writing, the differences between sterilization and disinfecting.
5. Demonstrate, in the laboratory setting, the use of the chemiclave and dry heat sterilizer.
6. Demonstrate, in the laboratory setting, the correct method for cleaning, disinfecting and setting up the operatory.

INSTRUCTIONAL METHODS:

Lecture
Workbook Assignment
Hazard Labeling Assignment
Quizzes
Videos
Demonstrations

INSTRUCTIONAL MATERIALS:

Textbook: Modern Dental Assisting

Reference Materials: Modern Dental Assisting
The Dental Assistant
Competency Skills for the Dental Assistant
Infection Control in the Dental Office
Universal Precautions
Infection Control/Universal Precautions Series by Medcom

Task Hours: Lecture: 3.5 Laboratory: 1.5 Clinic: 0

Universal Precautions

Objective: The student will apply the concepts of infection control in the dental office utilizing OSHA and CDC regulations. The student will pass a written exam with _____ accuracy on this topic, and successfully complete the skill evaluations with 100% accuracy on all critical steps.

INSTRUCTIONAL ACTIVITIES:

Provide Information on the following:

- A. OSHA, CDC, EPA guidelines
- B. MSDS Hazard Labeling
- C. Sterilization and disinfecting in a Dental Office.
- D. Sterilization of Equipment
- E. Operatory Care

Competencies: The student will:

1. Name, describe and demonstrate the kinds of universal precautions/infection control and hazard management procedures mandated for the dental profession (MSDS; maintaining written records; handling different hazardous materials; medical waste management.)
2. Demonstrate, during laboratory practice, how to handle hazardous waste and chemicals and the procedure for cleaning potentially infectious material.
3. List the three classifications of instruments, equipment and surfaces according to CDD guidelines.
4. Explain, in writing, the differences between sterilization and disinfecting.
5. Demonstrate, in the laboratory setting, the use of the chemiclave and a dry heat sterilizer.
6. Demonstrate, in the laboratory setting, the correct method for cleaning, disinfecting and setting up the operatory.

INSTRUCTIONAL METHODS:

Lecture
Workbook Assignment
Hazard Labeling Assignment
Quizzes
Videos
Demonstrations

INSTRUCTIONAL MATERIALS:

Textbook: Modern Dental Assisting

Reference Materials: Modern Dental Assisting
The Dental Assistant
Competency Skills for the Dental Assistant

Videos: Infection Control in the Dental Office
Universal Precautions
Infection Control/Universal Precautions Series by Medcom

Task Hours: Lec: 3.5 Lab: 0 Clinic: 0

Universal Precautions Procedure: Infection Control Using PPE

Objective: The student will demonstrate donning and removing of PPE: gloves, mask, eye wear, following all infection control guidelines. The student will pass a written exam for Universal Precautions that will include questions on techniques and procedures for donning and removing PPE. They must pass with ____% accuracy and pass a skill evaluation with 100% accuracy on all critical steps.

PREREQUISITES:

Instructional activities: Provide Information on the following:

a. Discuss and post guidelines for the use of:

Protective clothing and masks

Examination gloves

Eye wear: glasses versus face shields

b. Identify the importance of using antiseptic soap for hand-washing

c. Demonstrate steps for procedure

*** Tasks identified by this symbol are critical to the procedure and must be completed to a clinically correct level to earn a passing score.**

Procedural Criteria:

1. Explain to the patient the need for using personal protection equipment during clinical procedures

2. Demonstrate mask placement: place loops over ears first then pinch nose

3. Demonstrate placement of eye wear

4. Demonstrate hand washing and donning of gloves

* a. remove all jewelry

b. regulate flow of water so that it was warm

c. dispense liquid antiseptic soap and scrub hands vigorously

d. work soap under fingernails, rubbing fingertips into palm of hands

e. rinse with cool water

f. use a paper towel to dry hands and arms

g. if necessary; use paper towel to turn off water

* h. don gloves being careful not to touch any area not washed

* 5. Demonstrate removal of examination gloves

a. grasp top of one glove with other gloved hand; remove and discard

b. grasp underneath side of glove with ungloved hand; inverted, removed and discarded

6. Demonstrate appropriately removing eyewear.

7. Demonstrate appropriate removal of mask

* 8. Demonstrate hand washing after removing Personal Protection Equipment

INSTRUCTIONAL METHODS:

Lecture

Workbook assignment

Video

Demonstrations

INSTRUCTIONAL MATERIALS:

Textbook: Modern Dental Assisting

Reference Materials:

The Dental Assistant

Competency Skills for the Dental Assistant

Modern Dental Assisting

Videos:

Infection Control in the Dental Office

Universal Precautions

Infection Control/Universal Precautions

Series by Medcom

Task Hours: Lec: .5

Lab: 4

Clinic: 5

Skill Evaluation
Infection Control Using Personal Protective Equipment

Student Name: _____ Date: _____

Objective:

The student will demonstrate the donning and removing of Personal Protective Equipment and follow infection control guidelines. The student will pass with a minimum score.

Equipment/Supplies:

Antiseptic soap, latex gloves, mask and protective eyewear.

Practice Times Required: 5

Practice and self evaluation must be performed before instructor's evaluation. Working with a student partner, practice procedure, date and initial in the spaces provided.

#1 _____ #2 _____ #3 _____ #4 _____ #5 _____

* Tasks identified by this symbol are critical to the procedure. A score of 2 points must be obtained to pass.

Procedural Criteria:	Clinically Correct	Clinically Acceptable	Unacceptable
1. Explain to the patient the need for personal protective equipment during clinical procedure	2	1	0
2. Demonstrate placement of mask, place loops over ears first then pinching at nose	2	1	0
3. Demonstrate placement of eyewear	2	1	0
4. Demonstrate hand-washing and donning of gloves			
*a. Remove all jewelry including watch and rings	2	1	0
b. Regulate flow of water so that it is warm	2	1	0
c. Dispense liquid antiseptic soap and scrub hands vigorously	2	1	0
d. Work soap under fingernails	2	1	0
e. Rinse hands with cool water	2	1	0
f. Use paper towel to dry hands and arms	2	1	0
g. Use paper towel to turn off water	2	1	0
h. Don examination gloves being careful not to touch any area not washed	2	1	0
*5. Demonstrate removal of examination gloves			
a. grasp top of one glove with other gloved hand; remove and discard	2	1	0
b. grasp underneath side of glove with ungloved hand, invert, remove, and discard	2	1	0
6. Demonstrate removal of eyewear	2	1	0
7. Demonstrate removal of mask	2	1	0
*8. Demonstrate hand-washing after removing PPE	2	1	0

Total Possible Points = 28

(Minimum Points to pass: 19)

Student's Total Points

If a student scores a zero on any step they must redo the skill

Comments: _____

Instructor's Signature _____ Date: _____

Student Signature _____ Date: _____